### BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 167 OCTOBER 17, 2012 – WORK SESSIONS

# Public Works <a href="Summary Minutes">Summary Minutes</a>

Work Session was held between the County Commissioners and Public Works on Wednesday, October 17, 2012, at 9:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair Staff: Pam Dill

Kelly Emerson, Member - via teleconference on Camano

Angie Homola, Member

Staff Present: Steve Marx, Joantha Guthrie

Others Present: Elaine Marlow, Budget Director

Record @ 00:15

### **Public Works**

Subject/Description: Award Recommendation - Coffman Kitchen Remodel

**Attachment:** Memorandum & Award Recommendation

Action Requested: Approval of Small Works contract for the Coffman Building kitchen

remodel to Austin's Custom Creations, LLC.; Amount: \$61,294.30.

**Follow Up:** Okay with full Board to move forward to Monday's agenda.

### **Roads**

Subject/Description: Supplemental Agreement No. 1 – GeoEngineers, Inc.

**Attachment:** Memorandum & Supplemental Agreement No. 1

**Action Requested:** Approval of Supplemental Agreement No. 1 for On Call Consultant Services: Geotechnical Services; Environmental Services, and Hydrologic/Hydraulic Engineering to increase Maximum Amount Payable revised to \$300,000.00.

**Follow Up:** Okay with full Board to move forward to Monday's regular agenda.

### **Human Resources Summary Minutes**

Work Session was held between the County Commissioners and Human Resources on Wednesday, October 17, 2012 at 9:10 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair Staff: Pam Dill

Kelly Emerson, Member - via teleconference on Camano

Angie Homola, Member

**Staff Present: Bruce Rohm** 

Others Present: Elaine Marlow, Budget Director

Record @ 06:50

### BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 168 OCTOBER 17, 2012 – WORK SESSIONS

**Subject/Description: Job Requisitions** 

Attachment: Action Requested:

#### **Auditor**

- Accountant, replacement, NR-13 #077/12
- Chief Deputy Audit, replacement, NR-15 #079/12

Commissioner Homola moved to approve Job Requisition #077/12 & 079/12. The motion was seconded by Commissioner Emerson and carried unanimously.

#### **Public Works**

• Laborer 1 – Oak Harbor Road Shop – replacement, R-8 #078/12 – Tabled to Monday October 22, 2012 regular agenda.

### **Planning Department**

• Assistant/Associate Long Range Planner – replacement, C-10 or C-11 #080/12 Commissioner Homola moved to approved Job Requisition #080/12. The motion was seconded by Commissioner Price Johnson and carried with a vote of two in favor and one opposed. Commissioner Emerson opposed the motion.

# Island County Auditor <u>Summary Minutes</u>

Work Session was held between the County Commissioners and the Auditor on Wednesday, October 17, 2012, at 9:20 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair Staff: Pam Dill

Kelly Emerson, Member - via teleconference on Camano

Angie Homola, Member

Present: Sheilah Crider, Auditor

Others Present: Elaine Marlow, Budget Director

Record @18:40

**Subject/Description:** Cancellation of Warrants

**Attachment:** resolution & list of warrants

Action Requested: Approval of resolution cancelling payment of checks issued over 12 months

ago by the Auditor's office, but not cashed.

Follow up: Okay with full Board to move forward to Monday's agenda.

# Budget Director/GSA/IT <u>Summary Minutes</u>

Work Session was held between the County Commissioners and the Budget Director on Wednesday, October 17, 2012, at 9:25 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

### BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 169 OCTOBER 17, 2012 – WORK SESSIONS

County Commissioners: Helen Price Johnson, Chair Staff: Pam Dill

Kelly Emerson, Member- via teleconference on Camano

Angie Homola, Member

Staff Present: Elaine Marlow, Budget Director

Record @ 23:54

Subject/Description: Request for Proposal to provide Animal Control Services on Camano

Island (cont. from 10/3/12)

**Attachments:** Revised draft RFP

**Action Requested:** Elaine reviewed the revised RFP with the Board.

**Follow-up:** Okay with full Board to move forward with RFP.

## Island County Law Library Summary Minutes

Work Session was held between the County Commissioners and the Law Library on Wednesday, October 17, 2012, at 9:35 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair Staff: Pam Dill

Kelly Emerson, Member - via teleconference on Camano

Angie Homola, Member

Staff Present: Tom Karras

Others Present: Elaine Marlow, Budget Director

Record @33:52

Subject/Description: Resolution requesting increase in Law Library funding

Attachments: yes

**Action Requested:** Approval of Resolution authorizing an increase from \$17.00 to \$20.00 in the portion of Superior Court filing fees designated for the benefit of the Island County Law Library.

**Follow up:** Okay with full Board to move resolution forward to Monday November 5, 2012 regular agenda.

### Planning & Community Development Summary Minutes

Work Session was held between the County Commissioners and the Planning Department on Wednesday, October 17, 2012 at 9:50 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair Staff: Pam Dill

Kelly Emerson, Member -via teleconference on Camano

Angie Homola, Member

### BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 170 OCTOBER 17, 2012 – WORK SESSIONS

Staff Present: Bob Pederson, Director, Paula Bradshaw, Karen Stewart, SMP Coordinator, Brad Johnson

Others Present: Elaine Marlow, Budget Director

Record @ 42:26

#### Add-On

Subject/Description: Local Government Performance Center

**Attachment: yes** 

**Discussion:** Island County is one of three jurisdictions in the state to be selected to participate in the Lean Academy's pilot course. At no cost, other than time and travel expenses, staff will receive Lean training in Olympia and a facilitated Lean-Kaizen workshop at the County facilities.

**Subject/Description: Shoreline Master Program update** 

Attachment: none

**Discussion:** The Board concluded public workshops on the comprehensive update of the SMP as recommended by the Island County Planning Commission. The key issues that came up at the workshops include:

- 1. Shoreline Public Access
- 2. Shoreline Residential Development
- 3. Aquaculture

**Follow up:** Karen Stewart will provide topic papers on the key issues prior to the November 5, 2012 scheduled public hearing.

## Monthly Financial Reports From Auditor & Treasurer Summary Minutes

Work Session was held between the County Commissioners and the Auditor/Treasurer on Wednesday, October 17, 2012, at 11:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair Staff: Pam Dill

Kelly Emerson, Member Angie Homola, Member

Present: Ana María d Nunez, Treasurer

Others Present: Elaine Marlow, Budget Director

Record @ 01:52:50

**Subject: Monthly Financial Report** 

**Attachment: MONTHLY FINANCIAL REPORTS BY AUDITOR AND TREASURER** 

### BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 171 OCTOBER 17, 2012 – WORK SESSIONS

### Commissioners Agenda Summary Minutes

The County Commissioners met during Work Session on Wednesday, October 17, 2012 at 11:15 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

County Commissioners: Helen Price Johnson, Chair Staff: Pam Dill

Kelly Emerson, Member - via teleconference on Camano

Angie Homola, Member

Others Present: Elaine Marlow, Budget Director

Record @ 02:05:25

Subject/Description: Consider applicants for vacancies on Ebey's Landing National Historical

Reserve Trust Board. **Attachments:** yes

**Action Requested:** The Board considered applicants for appointment/reappointment to Ebey's

Landing National Reserve Trust Board.

**Follow up:** Okay with full Board to move recommendation forward to Monday's agenda.

Subject/Description: Legislative update

**Attachments:** none

**Discussion:** Commissioner Price Johnson noted that she attended the WSAC Legislative Steering Committee meeting last Friday. At the meeting it was suggested that prior to the new legislative session counties set aside time to schedule a meeting with their state legislators to talk about the county's role as an agent of the state, help them understand the challenges counties are facing and the many services counties provide.

**Follow up:** Move forward with arranging a meeting.

Subject/Description: Congratulation letters to Adrienne Lyle and Marti Malloy

**Attachment:** draft letters

**Action Requested:** Commissioner Homola moved to approve letters congratulating Adrienne Lyle and Marti Malloy for their accomplishments at the 2012 Olympic Games in London. The motion was seconded by Commissioner Emerson and carried unanimously.

Subject/Description: November Work Sessions

Attachment: none

**Discussion:** The Board formally cancelled the November 14, 2012 Work Session. Two members of the Board will be attending the Washington State Association of Counties Annual Conference in Wenatchee, WA.

## BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 172 OCTOBER 17, 2012 – WORK SESSIONS

	BOARD OF COUNTY COMMISSIONERS ISLAND COUNTY, WASHINGTON
	Helen Price Johnson, Chair
	Kelly Emerson, Member
	Angie Homola, Member
ATTEST:	
Elaina Maulany Clark of the Barrel	
Elaine Marlow, Clerk of the Board	